

VZCZCXRO2740

RR RUEHAG RUEHAO RUEHAP RUEHAST RUEHAT RUEHBC RUEHBI RUEHBL RUEHBZ
RUEHCD RUEHCHI RUEHCI RUEHCN RUEHDA RUEHDBU RUEHDE RUEHDF RUEHDH
RUEHDT RUEHDU RUEHED RUEHEL RUEHFK RUEHFL RUEHGA RUEHGD RUEHGH RUEHGI
RUEHGR RUEHHA RUEHHM RUEHHO RUEHHT RUEHIHL RUEHIK RUEHJO RUEHJS RUEHKN
RUEHKR RUEHKS RUEHKUK RUEHKW RUEHLA RUEHLH RUEHLN RUEHLZ RUEHMA
RUEHMC RUEHMJ RUEHMR RUEHRE RUEHMT RUEHNAG RUEHNEH RUEHNG RUEHNH
RUEHNL RUEHNP RUEHNZ RUEHPA RUEHPB RUEHPD RUEHPOD RUEHPT RUEHPW RUEHQU
RUEHRD RUEHRG RUEHRN RUEHROV RUEHRS RUEHSL RUEHSL RUEHTM RUEHTRO
RUEHVC RUEHVK RUEHYG
DE RUEHC #9606 2391829
ZNR UUUUU ZZH
R 271813Z AUG 09
FM SECSTATE WASHDC
TO ALL DIPLOMATIC AND CONSULAR POSTS COLLECTIVE
RUEHTRO/AMEMBASSY TRIPOLI 9349

UNCLAS STATE 089606

SIPDIS

E.O. 12958: N/A

TAGS: [AMGT](#) [AFIN](#)

SUBJECT: PROCUREMENT PLANNING FOR EOY FY09

REF: (A) A/LM Website - Procurement Cut-off Date
(B) RPSO Florida Website - FY 09 End of Year
(C) FRANKFURT 001831 13 JUL 09

11. The AQM procurement deadline is extended to Tuesday,
September 15, 2009.

-- To complete orders and obligate funding, the Office
of Acquisition Management (A/LM/AQM) must receive all
final FY2009 requisitions by Tuesday, September 15.
This will allow RM to meet year-end close-out
requirements and AQM to provide high quality procurement
support.

-- The September 15 deadline includes CAA requisitions
and household furniture purchased under the Department
of State Furniture Program. For additional information,
please contact Gary Clark by phone at 703-875-6634 or
email at ClarkGW@state.gov.

-- AQM encourages all posts to submit requisitions prior
to September 15 and will make every effort to complete
all actions before the end of the fiscal year. The more
complicated a requisition is and the later it is
submitted, the less likely it is that AQM will be able
to complete the procurement action and successfully
obligate your funds.

12. Points of Contact in AQM

--Director of AQM, Cathy Read, 703-875-6037
--Business Operations Division, Lisa Million, 703-875-
5230
--Facilities Design and Construction Division, Robert
Powell, 703-875-5164
--Information Technology Division, John Stever, 703-875-
6845
--International Programs Division, Ann Truitt, 703-875-
6040
--Worldwide Operations Division, Vince Chaverini, Jr.,
703-875-6645

13. ILMS Ariba Support

If you need assistance with the ILMS Ariba
requisitioning and procurement system, please contact
the ILMS Help Desk at 703-875-4600 or by the global
address listing in e-mail: ILMS Mailbox. Help Desk
hours are extended in September to provide coverage on
weekends, early mornings, and evenings.

14. Don't Forget the Purchase Card

AQM encourages posts to make full and proper use of government purchase cards in accordance with governing rules and regulations. There are some restrictions on the kinds of supplies and services that can be obtained via purchase card and splitting an order into two or more requisitions is not an appropriate way to stay under your authorized spending ceiling. Please call the following individuals if you have any questions:

--Domestic Offices, Carol Harris, 703-875-6008
--Overseas Posts EUR - Western Region, Marshall Brown, 703-875-6309
--Overseas Posts EUR - Eastern Region & SCA, Norita Marshall, 703-875-6032
--Overseas Posts EAP & WHA, Janice Papadam, 703-875-5240
--Overseas Posts AF and NEA Linda Alexander, 703-875-4355
--Purchase Card Team fax - 703-875-4427
--Team Leader - Jan Mouzon - 703-875-6024
--Margaret Colaianni, A/OPE Program Manager, 703 516-1688

15. Please Contact A/LM with Any Questions

You may contact AQM at any time via AcquisitionsInquiry@state.gov. The Office of Logistics Management is ready to assist you as we move toward a successful fiscal year end.

16. Minimize considered.
CLINTON